

**Rainier Cemetery District
Special Meeting Minutes
January 9, 2026 at 4:30 p.m.**

24952 Alston Mayger Rd
Rainier, OR 97048

Present: Kim, Jen, Shalana, Amy

Visitors: None

I. Preliminary Matters

A. Call meeting to order at 4:30pm

B. Approve agenda

Motion:	I move to approve the Special meeting agenda as presented			
	Motion	Second	Aye	Nay
Kim O'Brien		X	X	
Jennifer Nelson			X	
Amy Lewno			X	
Shalana Clark	X		X	
Discussion:				
Notes: Motion Carries				

II. New Business & Possible Action Items

A. Approve January 7, 2026 Regular meeting minutes

Motion:	I move to approve the January 7, 2026 regular meeting minutes as presented			
	Motion	Second	Aye	Nay
Kim O'Brien	X		X	
Jennifer Nelson			X	
Amy Lewno		X	X	
Shalana Clark			X	
Discussion:				
Notes: Motion Carries				

B. Approve Logo for the Rainier Cemetery District

Motion:	I move to approve the new logo for the district			
	Motion	Second	Aye	Nay
Kim O'Brien	X		X	
Jennifer Nelson		X	X	
Amy Lewno			X	
Shalana Clark			X	
Discussion:				
Notes: Motion Carries				

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C. Approve changing the gate code

Motion:	I move to approve changing the gate code			
	Motion	Second	Aye	Nay
Kim O'Brien		X	X	
Jennifer Nelson			X	
Amy Lewno			X	
Shalana Clark	X		X	
Discussion: Kim will call Matt to get it changed				
Notes: Motion Carries				

D. Approve Updated RCD Board Meeting Rules

Motion:	I move to approve the Updated RCD Meeting Minutes dated revised 01/09/2026 with discussed edits			
	Motion	Second	Aye	Nay
Kim O'Brien	X		X	
Jennifer Nelson		X	X	
Amy Lewno			X	
Shalana Clark			X	
Discussion: Public comment 15 mins max total, Changing from 5 to 3 mins				
Notes: Motion Carries				

E. Approve Board Appointment Process Policy and Application

Motion:	I move to approve the Board Appointment Process Policy and Application with Identified edits			
	Motion	Second	Aye	Nay
Kim O'Brien			X	
Jennifer Nelson		X	X	
Amy Lewno	X		X	
Shalana Clark			X	
Discussion: Application will be posted online and available in the office				
Notes: Motion Carries				

III. Future Agenda Items

- A. Policies/By-Laws
- B. Updated Rules and Regulations
- C. Job Descriptions
- D. Volunteer Handbook add no digging or spraying
- E. Flat Headstones in one row, raised in the next

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F. Current Building and Loan

IV. Board Comments

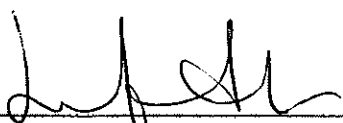
None

V. Next Meetings

Regular Board Meeting

February 4, 2026

VI. Adjournment by unanimous consent at 5:40pm



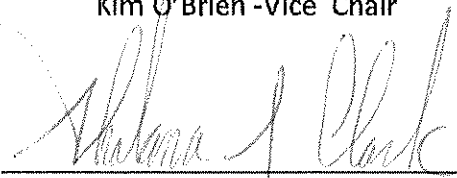
Jennifer Nelson - Chair

2-4-2026
Date



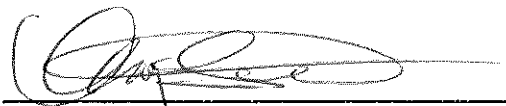
Kim O'Brien -Vice Chair

2/4/2026
Date



Shalana Clark - Secretary

2/4/2026
Date



Amy Lewno - Sgt. of Arms

2-4-2026
Date